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- 35 3-3-101. Duties of Community and Economic Development Director.
36 3-3-102. Community and Economic Development Department Division.
37 3-3-103. Planning and Zoning Division.
38 3-3-104. Building Inspection Division.
39 3-3-105. Ordinance Enforcement/ Animal Control Division. Repealed.
40 3-3-106. Housing and Grants Division. Repealed.
41 3-3-107. Economic Services and Redevelopment Division.
42 3-3-108. Electric Power System Division.

43 ~~3-3-105. ORDINANCE ENFORCEMENT/ ANIMAL CONTROL DIVISION.~~

44 ~~—— The Ordinance Enforcement/Animal Control Division is supervised by the Ordinance~~
45 ~~Enforcement/Animal Control Administrator. It consists of:~~

46 ~~—— (1) The Ordinance Enforcement Office, which is responsible for:~~

47 ~~(a) Enforcing or assisting in the enforcement of City zoning, business licensing, and~~
48 ~~health ordinances. The Ordinance Enforcement/Animal Control Administrator~~
49 ~~shall coordinate all ordinance enforcement within the City.~~

50 ~~—— (b) Abating nuisances and other unsightly or noxious objects or sounds.~~

51 ~~—— (2) The Animal Control Office, which is responsible for:~~

52 ~~(a) Enforcing animal control ordinances and providing animal control pickup~~
53 ~~service.~~

54 ~~(b) Administering the animal licensing program for the City.~~

55 ~~(c) Promulgating rules and regulations in conformity with state law and City~~
56 ~~ordinances dealing with animal licensing and regulation, tags, and collars;~~
57 ~~running at large and impounding; notice to owners and redemption; disposition~~
58 ~~of unclaimed or infected animals; confinement of certain animals and muzzling;~~
59 ~~rabies control and notices vaccinations, and enforcing the same; and other~~
60 ~~pertinent matters.~~

61 ~~(d) Managing the City Animal Shelter to include the impound, care, redemption,~~
62 ~~sale, and euthanasia of animals.~~

63 ~~(e) Conducting publicity programs to acquaint the public with the laws and~~
64 ~~regulations dealing with animal ownership and control.~~

65 ~~3-3-106. HOUSING AND GRANTS DIVISION.~~

66 ~~—— The Housing and Grants Division is supervised by the Housing and Grants Administrator, who~~
67 ~~shall be responsible for:~~

68 ~~—— (1) Administering all housing assistance programs for the City.~~

- ~~———— (2) ——— Providing decent, safe, sanitary, and affordable housing for residents of the City.~~
- ~~———— (3) ——— Providing low interest loans to low and moderate income residents.~~
- ~~———— (4) ——— Providing counseling and guidance of low income applicants.~~
- ~~———— (5) ——— Monitoring emergency home repair and emergency housing programs.~~
- ~~———— (6) ——— Coordinating with HUD regional offices on housing procedures, rules, and regulations.~~
- ~~———— (7) ——— Supervising the day to day activities of the Housing Authority.~~
- ~~———— (8) ——— Administering the City's Community Development Block Grant (CDBG) program in compliance with state and federal law.~~
- ~~———— (9) ——— Making all necessary applications to the Department of Housing and Urban Development and other governmental units for funding for the program.~~
- ~~———— (10) ——— Meeting with citizen groups to conceptualize, prioritize, and recommend projects to the City Manager and the Department of Housing and Urban Development for funding.~~
- ~~———— (11) ——— Preparing the program budget, maintaining the budget, and managing all related fiscal affairs.~~
- ~~———— (12) ——— Planning and research, monitoring projects, community coordination, and other related functions.~~

Section 2. Enactment. Chapter 3-13 is hereby enacted to read as follows:

CHAPTER 3-13

RESERVED

COMMUNITY PRESERVATION DEPARTMENT

Sections:

3-13-101. Duties of Community Preservation Department Director.

3-13-102. Community Preservation Department.

3-13-103. Code Enforcement Division.

3-13-104. Animal Services Division.

3-13-105. Housing and Grants Division.

3-13-101. DUTIES OF COMMUNITY PRESERVATION DIRECTOR.

In all cases where the duty is not expressly charged to any other department or office, it is the duty of the Community Preservation Department (CPD) Director to plan, promote, and coordinate all activities affecting community preservation; to speak on behalf of the Department concerning the public issues in the community over which the Department has jurisdiction or advisory responsibility; to establish overall work priorities and allocate work among the staff and divisions within the Department; to review the work of all divisions and make the final decisions for the Department; to coordinate departmental

activities with other departments; and to perform all such related duties and such others as may be imposed by statute, the City Council, or the City Manager.

3-13-102. COMMUNITY PRESERVATION DEPARTMENT.

The Community Preservation Department is divided into the Code Enforcement Division, Animal Services Division, and Housing and Grants Division.

3-13-103. CODE ENFORCEMENT DIVISION.

The Code Enforcement Division is supervised by the Code Enforcement Administrator. It consists of:

(1) The Code Enforcement Office, which is responsible for:

(a) Enforcing or assisting in the enforcement of the City code including: zoning, business licensing, health ordinances, and non-moving violations. The Code Enforcement Administrator shall coordinate all ordinance enforcement within the City.

(b) Abating nuisances and other unsightly or noxious objects or sounds.

3-13-104. ANIMAL SERVICES DIVISION.

The Animal Services Division is supervised by the Animal Services Administrator.

(1) The Animal Services Division is responsible for:

(a) Enforcing animal ordinances and providing animal pickup service

(b) Administering the animal licensing program for the City

(c) Promulgating rules and regulations in conformity with state law and City ordinances dealing with animal licensing and regulation, tags, and collars; running at large and impounding; notice to owners and redemption; disposition of unclaimed or infected animals; confinement of certain animals and muzzling; rabies control and notices vaccinations, and enforcing the same; and other pertinent matters

(d) Managing the City Animal Shelter to include the impound, care, redemption, sale, and euthanasia of animals

(e) Conducting publicity programs to acquaint the public with the laws and regulations dealing with animal ownership and control

3-13-105. HOUSING AND GRANTS DIVISION.

The Housing and Grants Division is supervised by the Housing and Grants Administrator, who shall be responsible for:

(1) Administering all housing assistance programs for the City.

(2) Providing decent, safe, sanitary, and affordable housing for residents of the City.

(3) Providing low-interest loans to low and moderate income residents.

- (4) Providing counseling and guidance of low-income applicants.
- (5) Monitoring emergency home repair and emergency housing programs.
- (6) Coordinating with HUD regional offices on housing procedures, rules, and regulations.
- (7) Supervising the day-to-day activities of the Housing Authority.
- (8) Administering the City's Community Development Block Grant (CDBG) program in compliance with state and federal law.
- (9) Making all necessary applications to the Department of Housing and Urban Development and other governmental units for funding for the program.
- (10) Meeting with citizen groups to conceptualize, prioritize, and recommend projects to the City Manager and the Department of Housing and Urban Development for funding.
- (11) Preparing the program budget, maintaining the budget, and managing all related fiscal affairs.
- (12) Planning and research, monitoring projects, community coordination, and other related functions.
- (13) Researching, monitoring, and assisting in obtaining grants, gifts, etc., for the benefit of the City.

Section 3. Severability. If any provision of this Ordinance is declared to be invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

Section 4. Effective Date. This Ordinance shall take effect immediately upon posting in the manner required by law.

PASSED and APPROVED this _____ day of _____, 2008.

WEST VALLEY CITY

MAYOR

ATTEST:

CITY RECORDER